

Emergency Supplementary Marks & Standards for all Full-time Undergraduate Degree Examinations

These Supplementary Marks & Standards apply for Academic Year 2020/2021 only and have been developed in response to the global COVID-19 emergency. They are a time-limited revision to policy number QA228.

This year's exams and assessments are taking place under the extraordinary circumstances of the Covid-19 emergency. We understand the enormous disruption and stress that this emergency has caused for our students. In recent times, much effort, time and consultation has gone into the preparation of suitable means of assessing students, albeit through alternative mechanisms. To support you in the move to online assessments, we are as a consequence making some temporary adjustments to our normal Marks and Standards. These adjustments – none of which have been made lightly – seek to balance the principles of support, integrity and flexibility.

Support: We aim to be as supportive as possible of you, our students, as you undertake assessments under unfamiliar and difficult conditions.

Integrity: We aim to maintain the integrity of our assessments and by extension the integrity of your degree.

Flexibility: Recognising that unforeseen circumstances are inevitable – including the possibility of student or staff illness – we have introduced some limited forms of flexibility to help ensure that your progression or graduation is not unnecessarily impeded.

Whilst recognising the exceptional circumstances surrounding the assessment process this year, it is important to ensure consistent standards with previous years. Notwithstanding the exceptional circumstances, Exam Boards should function as normal and compare the overall grade distribution in student programme cohorts to previous years and consider rescaling if there are clear discrepancies with overall normal results at a Programme level, as per their standard practice when looking at individual module marks.

Summary of Emergency Provisions

1. The Examination period will be extended, if necessary into the summer months.

2. Face-to-face exams may be replaced by alternative exams and/or modes of assessment.
3. Where documents must be uploaded after timed exams additional time will be allowed to upload the documents.
4. Exam Boards may be held remotely.
5. Recognising the exceptional circumstances, the Executive Dean of College may provide written authorization for students to carry a maximum of 10 ECTS from modules examined in semester 1 or semester 2 of the Academic Year 2020/2021 and subsequently failed in Autumn repeat examinations into the next year of study, subject to terms and conditions.
6. Students who are failed or did not complete a module will only be required to repeat the parts of a module not already completed.
7. . Except where decided by the Exam Security Group, there will be no capping of repeat exams for any modules in the 2020-2021 academic year.
8. Exam security will be protected by asking all students to complete a disclaimer statement at the start of each exam and each module leader reserves the right to follow up with a student by interview if there is any concern in relation to the integrity of the exam.
9. Boards will consider the rescaling of marks if there are clear discrepancies with overall normal results at a Programme level, as per their standard practice when looking at individual module marks.

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They are a time-limited revision to policy number QA228.

All modules on Level 8 Programmes, whether Yr, 1, 2, 3, 4...are level 8 modules. Exit awards may be made at level 7.

1. INTRODUCTION

These general regulations apply to all full-time undergraduate degree programmes in the University. Every full-time undergraduate programme **must comply** with these regulations

unless otherwise provided as per section 9 below. Students must also refer to the specific College degree programme regulations and requirements.

These regulations are approved by the University's Academic Council and are regulated and reviewed by the Academic Council's Standing Committee, following prior consideration by the Academic Regulations Committee. The Academic Regulations Committee will be comprised of the Deputy President and Registrar (Chair), Deans of College, another representative from each College and the Director of Adult Education. Relevant administrative staff will be in attendance at the Committee's meetings. The Committee will report to Standing Committee of Academic Council.

2. DEGREE PROGRAMME CURRICULA

The University's awards and degree programmes are organized in accordance with the European Credit Transfer System (ECTS). **Programmes** of study are organized into specific units of study called **Modules**. Each Module is a unit of teaching and learning formally offered within the University, and carrying credit expressed as a number of credit points in accordance with the ECTS.

A programme will have a prescribed aggregate credit value in accordance with the Level of Study as set out in Ireland's National Framework for Qualifications, FETAC. Full-time undergraduate degree programmes are aligned with Level 8 of the Framework and consist of 3, 4 or more academic years of study. An Academic Year for a full-time undergraduate degree will have a module load to an aggregate credit value of 60 ECTS.

Undergraduate degree programmes at the University are normally organized into **Stages** delimited by an Academic Year of study. Each Stage (or Programme Year) will

have prescribed Learning Outcomes for that Stage or Year and will have an associated aggregate credit value, 60 ECTS. For completion of a Stage (or Programme Year), full-time students will be required to successfully complete the relevant aggregate credit standard, 60 ECTS. **Full-time** students will be expected to complete a stage within an academic year. **Parttime** students may complete a stage over several years, accumulating the credits required for each stage in a more flexible credit accumulation structure. For part-time students the University may set a minimum number of credits that must be taken during any given academic year. **Normally students must successfully complete each stage before progressing to a subsequent one.**

3. MODULE DESCRIPTIONS AND WEIGHTINGS

Each programme offered by the University will comprise a set of Modules where each module represents a unit of teaching and learning with prescribed **Learning Outcomes**, and carrying credit expressed as a number of credit points in accordance with the European Credit Transfer System. **Module Descriptions** will be specified in the University's central **Module Repository** (or "Module Manager" System) and will be set out in the **Programme Descriptions and Regulations** for each College's programmes.

INDIVIDUAL MODULES WILL HAVE AN ECTS CREDIT WEIGHTING OF 5 ECTS, OR MAY BE EXPRESSED IN WHOLE MULTIPLES OF 5 ECTS WHERE GOOD ACADEMIC PRACTICE REQUIRES LARGER UNITS OF STUDY.

Credit is awarded to students who obtain 40% on a module (see also provisions on compensation at 5.5 below).

4. ARRANGEMENTS FOR ASSESSMENT AND FORMAL EXAMINATION

The University's standard examination periods are

- End of semester 1
- End of Semester 2
- Repeat (of Semester 1 and 2) Examinations (August).

The Examination Period for examinations in AY 2020/2021 may be extended to include the summer months, and where necessary, into Semester 1 of AY 2021/22.

Repeat examinations will be held for all programmes and modules unless the prior approval of the Academic Regulations Committee is given.

Modules may be assessed in any combination of formal examinations, assignments, projects, essays, papers, reports, presentations & debates, locally set exercises, laboratory or field work, or other experiential learning.

For examinations, formal face-to-face examinations may be replaced with alternative examination. Alternative examinations will be conducted remotely using a range of exam modes including online exams run through Blackboard, Multiple-Choice

Questions, take-home open-book exams, continuous assessment, projects, presentations delivered remotely via video, and more.

For Alternative Assessments by timetabled examination in 2020/2021, the examination will be no more than the **standard two hours' duration**, and should be finished in this time. In examinations where diagrams/drawings or any documents are required to be scanned and uploaded with the online exam script, 30 minutes will be allocated to allow for the uploading of the full exam script.

Where a module weighting is greater than 5 ECTS, the formal examination may be broken into a number of 2 hour papers or one 2 hour paper and alternate assessment methods (e.g. a 10 credit year-long module might attract two 2 hour examinations). In exceptional circumstances, where robust academic assessment reasons require longer examinations, 3hour (or longer) examinations may be facilitated.

5. PASSING AND PROGRESSION

The Examination Board is the formal examination authority for each College and examination session. Chaired by the Dean, the Board is made-up of academic staff members of the College and extern examiners from the relevant disciplines, or from the Colleges responsible for multi-College programmes. Examinations Boards may take place remotely via video conferencing facilities. Only those decisions approved by the Examinations Board will be formally recognized as official University examination results – relating to Passing, Progression, Determination of Honours, and Granting of Deferrals.

Examination Boards will be held at the end of a Stage, normally Semester 2, and after the repeat examinations in August. The Examination Board will determine the overall result and will apply compensation provisions.

5.1. PROGRESSION

Undergraduate degree programmes at the University are normally organized into **Stages. Normally students must successfully complete each stage before progressing to a subsequent one.**

Recognising the exceptional circumstances, the Executive Dean of College may provide written authorization for students to carry a maximum of 10 ECTS from modules examined in semester 1 or semester 2 of the Academic Year 2020/2021 and subsequently failed in Autumn repeat examinations into the next year of study, subject to terms and conditions.

Full-time Undergraduate Degree Programmes will be organised on an academic year basis, where each year represents a defined Stage. Full-time undergraduate students will be required to register for and present for examination in a set of modules to a total credit weighting of 60 ECTS, in accordance with the programme structures and regulations set out in the College's **Programme Descriptions and Regulations** for

their chosen programme of study. Provision may be made for **Part-time** students to complete a stage over several years, accumulating the credits required for each stage in a more flexible credit accumulation structure.

5.2 PASSING

The pass mark on all modules is 40% (except as stipulated in 5.6.b below). Where different components of assessment (course work, laboratory work, continuous assessment, final assessment, etc.) within a module contribute to the final grade it shall **not normally** be a requirement that any one of these components be separately passed. Only an overall mark for the module will be returned. Marks will not be returned for components of a module.

A mark of ‘Incomplete’ must be returned to the Examinations Office where there is a requirement that an element(s) of a module be passed and that element(s) is not passed. A student is only required to retake those elements of an incomplete module that were incomplete. The module owner will advise students of those components that were incomplete.

College level provisions should be the same across all programmes and modules in a College.

5.3 CARRYING FORWARD MARKS

A student will be given credit for modules passed and will not have to re-present for examination in any module in which a minimum mark of 40% has been returned within the time limit set out in regulations for the successful completion of the particular stage. The normal time limit for carrying forward of marks to subsequent examination sessions is 2 academic years. A College may prescribe a time-limit provision other than the preceding one with the approval of the Academic Regulations Committee.

5.4 MATERIAL ASSESSED AT REPEAT EXAMINATIONS

Marks for components of a module (i.e. sub-module assessment elements) from previous attempt(s) will carry forward from one assessment to the next.

5.5 COMPENSATION PROVISION

Compensation will only be applied in cases where its application enables the student to pass the Examination as a whole.

The pass standard for a Module is 40%. However, a student with marks of less than 40% in one or more modules will be deemed to have passed the Stage provided

- the aggregate mark for all modules of the Stage is at least 40%
- the mark in every module is 35% or more

- the module(s) with marks in the range 35-39% total 15 ECTS or less

The carrying forward of marks into a particular examination session does not invalidate the potential for compensation provision to be applied in that session.

Where a module has been passed by compensation the mark for the module will appear on transcripts with a grade of Pass by Compensation.

In some programmes, Compensation may not be allowed in core or mandatory prescribed modules or groups of modules, as to do so would undermine the achievement of the learning outcomes for the Stage or Programme. These specific regulations will be set out in the College's **Programme Descriptions and Regulations** for the relevant degree programmes.

5.6 CAPPING OF EXAMINATIONS

ACADEMIC YEAR 2020/2021

Due to the exceptional circumstances, there will be no capping of marks on repeat examinations for academic year 2020/2021 resits, except where decided by the Exam Security Group and/or Plagiarism Officer/Advisor. The provisions below of this section therefore do not apply.

With effect from the academic year 2015/16 the maximum mark that may be awarded at a repeat examination of a module will be the pass mark for the module, viz. 40%.

There are two exceptions:

- a) Capping will not apply in the first year of undergraduate programmes.
- b) Capping will apply in all cases, as outlined above, unless a deferral has been granted, see Section 7 of this document regarding the University's Deferral Application Procedures.

6. EXAM INTEGRITY

Exam security will be protected by asking all students to complete a disclaimer statement at the start of each exam and each module leader reserves the right to follow up with a student by interview if there is any concern in relation to the integrity of the exam.

7. AWARD OF HONOURS

Honours are awarded according to the following scheme, for each complete stage of study; that is, for each completed academic year for full-time undergraduate students.

7.1. AWARD OF HONOURS FOR DEGREE EXAMINATIONS

At degree level, honours will be calculated on the following basis: 30% for the aggregate mark obtained at the pre-final-stage* Examination and 70% for the aggregate mark obtained at the final-stage Examination. The standard will be based upon the following table:

H1 70% on the aggregate H2.1 60% on the aggregate H2.2 50% on the aggregate H3
40% on the aggregate

* Another year, other than the pre-final year, may be nominated for valid academic reasons with the approval of the Academic Regulations Committee.

7.2. PRE- FINAL STAGE EXAMINATIONS

Honours will be calculated based upon the following table: H1 70% on the
aggregate H2.1 60% on the aggregate
H2.2 50% on the aggregate

Note (1): Where a module is offered at pass and honours level, a scale for translating marks obtained at the pass level will be used to translate the marks to the equivalent mark at the honours level for the purpose of computing honours.

Note (2): Honours are awarded only on the aggregate performance at an Examination as a whole. Honours are not awarded on the basis of results obtained in individual modules.

Note (3): Credit awarded on the basis of a prior award or on the basis of Recognition of Prior Learning (RPL) will be grade neutral and will not be taken into account in the calculation of honours.

8. DEFERRAL PROVISION

Application for permission to defer taking a module or modules to a subsequent examination session must be made in accordance with the Deferral Application Procedures of the University, as outlined in the Deferral of Examinations Guidelines for students:

[Deferral of Examinations – A Guide for Students](#)

9. TRANSCRIPTS

Student transcripts will include details of all modules for which a mark has been entered. The Degree Honours Standard reported will be based on the grade bands shown in 6 above. The only additional or alternative annotations will be:

- Exempt
- Absent
- Pass by Compensation.
- Deferred
- Incomplete
- Audit

10. DEALING WITH EXCEPTIONS OR DEVIATIONS

Only in exceptional circumstances will deviations be permitted from these regulations. A **structural deviation** is a significant and permanent change to these regulations that might be authorized for one or more programmes. Where a **structural deviation** is required for sound academic purposes, application must be made to the Academic Regulations Committee of Academic Council's Standing Committee, which shall recommend to Academic Council Standing Committee in the matter of applications received. A **concession** is the granting of explicit permission by the Standing Committee, following consideration and recommendation by the Academic Regulations Committee, to permit the deviation of a programme of study from these prescribed regulations. A **concession** may be required in occasional circumstances and will be a matter for Academic Council Standing Committee, following consideration and recommendation by the Academic Regulations Committee.



Emergency Supplementary Marks & Standards for Full Time Undergraduate Degree in Medicine & Health Sciences

These Supplementary Marks & Standards apply for Academic Year 2020/21 only and have been developed in response to the global COVID-19 emergency.

This year's exams and assessments are taking place under the extraordinary circumstances of the Covid-19 emergency. We understand the enormous disruption and stress that this emergency has caused for our students. To support you in the move to online assessments, we are as a consequence making some temporary adjustments to our normal Marks and Standards. These adjustments – none of which have been made lightly – seek to balance the principles of support, integrity and flexibility.

Support: We aim to be as supportive as possible of you, our students, as you undertake assessments under unfamiliar and difficult conditions.

Integrity: We aim to maintain the integrity of our assessments and by extension the integrity of your degree.

Flexibility: Recognising that unforeseen circumstances are inevitable – including the possibility of student or staff illness – we have introduced some limited forms of flexibility to help ensure that your progression or graduation is not unnecessarily impeded.

Summary of Emergency Provisions

1. The Examination period will be extended, if necessary into the summer months.
2. Face-to-face exams may be replaced by alternative exams and/or modes of assessment.
3. Where documents must be uploaded after timed exams additional time will be allowed.
4. Exam Boards may be held remotely.

5. Recognising the exceptional circumstances, the Executive Dean of College may provide written authorization for students to carry a maximum of 10 ECTS from modules examined in semester 1 or semester 2 of the Academic Year 2020/2021 and subsequently failed in Autumn repeat examinations into the next year of study, subject to terms and conditions.
6. Students who are failed or did not complete a module will only be required to repeat the parts of a module not already completed.
7. Except where decided by the Exam Security Group, there will be no capping of repeat exams for any modules in the 2020-2021 academic year.
8. Exam security will be protected by asking all students to complete a disclaimer statement at the start of each exam and each module leader reserves the right to follow up with a student by interview if there is any concern in relation to the integrity of the examination.
9. Boards will consider the rescaling of marks if there are clear discrepancies with overall normal results at a Programme level, as per their standard practice when looking at individual module marks.

Emergency Supplementary Marks & Standards for Full Time Undergraduate Degree in Medicine (MB, B Ch, BAO Programme) & Health Sciences ((Occupational Therapy, Podiatry and Speech & Language Therapy) Programmes)

These Supplementary Marks & Standards apply for Academic Year 2020/2021 only and have been developed in response to the global COVID-19 emergency.

All modules on Level 8 Programmes, whether Yr, 1, 2, 3, 4...are level 8 modules. Exit awards may be made at level 7.

1. Introduction

These regulations apply to the fulltime undergraduate degree programme of MB, B Ch, BAO and B Sc (Occupational Therapy, Podiatry and Speech & Language Therapy) Students must also refer to the College of Medicine, Nursing and Health Sciences' degree programme regulations and requirements.

2. Degree Programme Curricula

The University's awards and degree programmes are organized in accordance with the European Credit Transfer System (ECTS). **Programmes** of study are organized into specific units of study called **Modules**. Each Module is a unit of teaching and learning formally offered within the University, and carrying credit expressed as a number of credit points in accordance with the ECTS.

A programme will have a prescribed aggregate credit value in accordance with the Level of Study as set-out in Ireland's National Framework for Qualifications, NFQ. Fulltime undergraduate degree programmes are aligned with Level 8 of the Framework and consist of 3, 4 or more academic years of study. An Academic Year for a fulltime undergraduate degree will have a module load to an aggregate credit value of 60 ECTS.

Undergraduate degree programmes at the University are normally organized into **Stages** delimited by an Academic Year of study. Each Stage (or Programme Year) will have prescribed Learning Outcomes for that Stage or Year and will have an associated aggregate credit value, 60 ECTS. For completion of a Stage (or Programme Year), fulltime students will be required to successfully complete the relevant aggregate credit standard, 60 ECTS. **Full-time** students will be expected to complete a stage within an academic year. **Normally Students must successfully complete each stage before progressing to a subsequent one.**

3. Module Descriptions and Weightings

Each programme offered by the University will comprise a set of Modules where each module represents a unit of teaching and learning with prescribed **Learning Outcomes**, and carrying credit expressed as a number of credit points in accordance with the European Credit Transfer System. **Module Descriptions** will be specified in the University's central **Module Repository** (or "Module Manager" System) and are set-

out in the **Programme Descriptions and Regulations** of the programmes.

Individual modules will have an ECTS credit weighting of 5 ECTS, or may be expressed in whole multiples of 5 ECTS where good academic practice requires larger units of study.

Credit is awarded to students who obtain **50%** on a module.

4. Arrangements for Assessment and Formal Examination

The University's standard examination periods are

- End of semester 1
- End of Semester 2
- Repeat (of Semester 1 and 2) Examinations (August).

The Examination Period for examinations in AY 2020/2021 will be extended to include the summer months, and where necessary, into Semester 1 of AY 2021/22.

The holding of examinations outside of these periods requires the prior approval of the Academic Regulations Committee.

Repeat examinations will be held for all programmes and modules unless the prior approval of the Academic Regulations Committee is given.

Modules may be assessed in any combination of formal examinations, assignments, projects, essays, papers, reports, presentations & debates, locally-set exercises, laboratory or field-work, or other experiential learning.

For examinations, formal face-to-face examinations maybe replaced with alternative examinations.. Alternative examinations will be conducted remotely using a range of exam modes including online exams run through Blackboard, Multiple-Choice Questions, take-home open-book exams, continuous assessment, projects, presentations remotely delivered via video, and more.

For Alternative Assessments by timetabled examination in 2020/2021, the examination will be no more than the standard two hours' duration, and should be finished in this time. In examinations where diagrams/drawings or any documents are required to be scanned and uploaded with the online script, 30 minutes will be allocated to allow for the uploading of the full exam script.

Where a module weighting is greater than 5 ECTS, the formal examination maybe broken into a number of 2 hour papers or one 2 hour paper and alternate assessment methods (e.g. a 10 credit year-long module might attract two 2 hour examinations).

5. Passing and Progression

The Examination Board is the formal examination authority for each College and examination session. Chaired by the Dean, the Board is made-up of academic staff

members of the College and extern examiners from the relevant disciplines, or from the Colleges responsible for multi-College programmes. Examinations Boards may take place remotely via video conferencing facilities.

Only those decisions approved by the Examinations Board and subject to professional accreditation requirements will be formally recognised as official University examination results – relating to Passing, Progression, the determination of Honours, and granting of Deferrals.

Examination Boards will be held at the end of a Stage, normally Semester 2, and after the repeat examinations in August. The Examination Board will determine the overall result.

5.1. Progression

Undergraduate degree programmes at the University are normally organized into **Stages. Normally students must successfully complete each stage before progressing to a subsequent one.**

Recognising the exceptional circumstances, the Executive Dean of College may provide written authorization for students to carry a maximum of 10 ECTS from modules examined in semester 1 or semester 2 of the Academic Year 2020/2021 and subsequently failed in Autumn repeat examinations into the next year of study, subject to terms and conditions. For clinical examinations students may be allowed to carry a maximum of 15 ECTS subject to approval from the Executive Dean of College and terms and conditions

Full-time Undergraduate Degree Programmes will be organised on an academic year basis, where each year represents a defined Stage. Full-time undergraduate students will be required to register for and present for examination in a set of modules to a total credit weighting of 60 ECTS, in accordance with the programme structures and regulations set-out in the College's **Programme Descriptions and Regulations** for their chosen programme of study.

5.2 Passing

The minimum passing mark on all modules is 50%. Where different components of assessment within a module (course work, laboratory work, continuous assessment, final assessment, etc.) contribute to the final grade it shall **not normally** be a requirement that any one of these components be separately passed. Only an overall mark for the module will be returned. Marks will not be returned for components of a module.

A mark of 'Incomplete' must be returned to the Examinations Office where there is a requirement that an element(s) of a module be passed and that element(s) is not passed. A student is only required to retake those elements of an incomplete

module that were incomplete. The module owner will advise students of those components

that were incomplete.

5.3 Carrying Forward Marks

A student will be given credit for modules passed and will not have to re-present for examination in any module in which a minimum mark of 50% has been returned within the time-limit set out in regulations for the successful completion of the particular stage. The normal time-limit for carrying forward of marks to subsequent examination sessions is 2 academic years. A College may prescribe a time-limit provision other than the preceding one with the approval of the Academic Regulations Committee.

5.4 Material Assessed at Repeat Examinations

Marks for components of a module (i.e. sub-module assessment elements) from previous attempt(s) will carry forward from one assessment to the next.

5.5 Compensation Provision

Note: the provision of pass-by-compensation is not available as all modules are core or mandatory.

5.6 Capping of Examination Marks

ACADEMIC YEAR 2020/2021

Due to the exceptional circumstances, there will be no capping of marks on repeat examinations for academic year 2020/2021 resits, except where decided by the Exam Security Group. The provisions below of this section therefore do not apply.

With effect from the academic year 2015/16 the maximum mark which may be awarded at a repeat examination of a module, will be the pass mark for the module, viz. 50%.

There are two exceptions:

- a) Capping will not apply in the first year of MB, BCh, BAO and BSc (Occupational Therapy, Podiatry, and Speech and Language) undergraduate programmes.
- b) Capping will not apply in Foundation Year in Medicine(OMB3)
- c) Capping will apply in all cases, as outlined above, unless a deferral has been granted, see Section 7 of this document regarding the University's Deferral Application Procedures.

5.7 EXAM integrity

Exam security will be protected by asking all students to complete a disclaimer statement at the start of each exam and each module leader reserves the right to follow up with a

student by interview if there is any concern in relation to the integrity of the exam.

6. Award of Honours

Honours are awarded according to the following scheme, for each complete stage of study; that is, for each completed academic year for full-time undergraduate students.

6.1. Award of Honours for Degree Examinations,

6.1.a Medicine

At degree level of the programme in Medicine, honours will be calculated on the basis of **50%** of the aggregate mark obtained at the pre-final stage Examination and **50%** of the aggregate mark obtained at the final stage Examination. The standard will be based upon the following table:

- H1 70% on the aggregate
- H2 60% on the aggregate
- H3 50% on the aggregate

6.1.b Occupational Therapy, Podiatry and Speech & Language Therapy

At degree level of the programmes in Occupational Therapy, Podiatry and Speech & Language Therapy, honours will be calculated on the basis of **30%** of the aggregate

mark obtained at the pre-final stage Examination and **70%** of the mark obtained at the final stage Examination. The standard will be based upon the following table:

- H1 70% on the aggregate
- H2 60% on the aggregate
- H3 50% on the aggregate

6.2. Pre- Final Stage Examinations

Honours will be calculated based upon the following table:

- H1 70% on the aggregate
- H2 60% on the aggregate
- H3 50% on the aggregate

Note (1): Honours are awarded only on the aggregate performance at an Examination as a whole. Honours are not awarded on the basis of results obtained in individual modules.

Note (2): Credit awarded on the basis of a prior award or on the basis of Recognition of Prior Learning (RPL) will be grade neutral and will not be taken into account in the calculation of honours.

7. Deferral Provision

Application for permission to defer taking a module or modules to a subsequent examination session must be made in accordance with the Deferral Application Procedures of the University, as outlined in the Deferral of Examinations Guidelines for students:

http://www.nuigalway.ie/exams/downloads/deferral_of_examinations_guide_for_students.pdf

8. Transcripts

Student transcripts will include details of all modules for which a mark has been entered. Honours Standards reported will be based on the grade bands shown in 6 above. The only additional or alternative annotations will be:

- Exempt
- Absent
- Deferred
- Incomplete
- Audit

9. Dealing with Exceptions or Deviations

Only in exceptional circumstances will deviations be permitted from these regulations. A **structural deviation** is a significant and permanent change to these regulations which might be authorized for one or more programmes. Where a **structural deviation** is required for sound academic purposes, application must be made to the Academic Regulations Committee of Academic Council's Standing Committee, which shall recommend to Academic Council Standing Committee in the matter of applications received. A **concession** is the granting of explicit permission by the Standing Committee, following consideration and recommendation by the Academic Regulations Committee, to permit the deviation of a programme of study from these prescribed regulations. A **concession** may be required in occasional circumstances and will be a matter for Academic Council Standing Committee, following consideration and recommendation by the Academic Regulations Committee.

Emergency Supplementary Marks & Standards for all Part-time Undergraduate Degree Examinations (excluding ‘continuous’ programmes)

These Supplementary Marks & Standards apply for Academic Year 2020/21 only and have been developed in response to the global COVID-19 emergency.

This year’s exams and assessments are taking place under the extraordinary circumstances of the Covid-19 emergency. We understand the enormous disruption and stress that this emergency has caused for our students. To support you in the move to online assessments, we are as a consequence making some temporary adjustments to our normal Marks and Standards. These adjustments – none of which have been made lightly – seek to balance the principles of support, integrity and flexibility.

Support: We aim to be as supportive as possible of you, our students, as you undertake assessments under unfamiliar and difficult conditions.

Integrity: We aim to maintain the integrity of our assessments and by extension the integrity of your degree.

Flexibility: Recognising that unforeseen circumstances are inevitable – including the possibility of student or staff illness – we have introduced some limited forms of flexibility to help ensure that your progression or graduation is not unnecessarily impeded.

Summary of Emergency Provisions

1. The Examination period will be extended, if necessary into the summer months.
2. Face-to-face exams maybe replaced by alternative exams and/or modes of assessment.
3. Where documents must be uploaded after timed exams additional time will be allowed.
4. Exam Boards maybe held remotely.
5. Recognising the exceptional circumstances, the Executive Dean of College may provide written authorization for students to carry a maximum of 15% deficit of the overall programme weighting from modules examined in semester 1 or semester 2 of the Academic Year 2020/2021 and subsequently failed in Autumn repeat examinations into the next year of study, subject to terms and conditions.

6. Students who are failed or did not complete a module will only be required to repeat the parts of a module not already completed.
7. Except where decided by the Exam Security Group, there will be no capping of repeat exams for any modules in the 2020-2021 academic year.
8. Exam security will be protected by asking all students to complete a disclaimer statement at the start of each exam and each module leader reserves the right to follow up with a student by interview if there is any concern in relation to the integrity of the examination.

Emergency Supplementary Marks & Standards for all Part-time Undergraduate Degree Examinations (excluding ‘continuous’ programmes)

These Supplementary Marks & Standards apply for Academic Year 2020/2021 only and have been developed in response to the global COVID-19 emergency.

Document Status: Approved 27/03/2012. Incorporates amendments agreed by Standing Committee on 13/8/2015.

1 Introduction

These general regulations apply to all part-time undergraduate degree programmes in the University. Every undergraduate programme **must comply** with these regulations unless otherwise provided as per section 9 below. Students must also refer to the specific College degree programme regulations and requirements.

These regulations are approved by the University’s Academic Council and are regulated and reviewed by the Academic Council’s Standing Committee, following prior consideration by the Academic Regulations Committee. The Academic Regulations Committee will be comprised of the Registrar and Deputy-President (Chair), Deans of College and representative membership of other academic staff. Relevant administrative staff will be in attendance at the Committee’s meetings. The Committee will report to Standing Committee of Academic Council.

2 Degree Programme Curricula

The University’s awards and degree programmes are organized in accordance with the European Credit Transfer System (ECTS). **Programmes** of study are organized into specific units of study called **Modules**. Each Module is a unit of teaching and learning formally offered within the University, and carrying credit expressed as a number of credit points in accordance with the ECTS.

A programme will have a prescribed aggregate credit value in accordance with the Level of Study as set-out in Ireland’s National Framework for Qualifications, FETAC. Part-time undergraduate degree programmes are aligned with Level 8 of the Framework and consist of 4 academic years of study. An Academic Year for a part-time undergraduate degree will have a module load to an aggregate credit value of 45 ECTS.

Part-time undergraduate degree programmes at the University are normally organized into **Stages** delimited by an Academic Year of study. Each Stage (or Programme Year) will have prescribed Learning Outcomes for that Stage or Year and will have an associated aggregate credit value, 45 ECTS. For completion of a Stage (or Programme Year), part-time students will be required to successfully complete the relevant aggregate credit standard, 45 ECTS. **Part-time** students will be expected to complete a stage within an academic year. **Students must successfully complete each stage before progressing to a subsequent one.**

3 Module Descriptions and Weightings

Each programme offered by the University will comprise a set of Modules where each module represents a unit of teaching and learning with prescribed **Learning Outcomes**, and carrying credit expressed as a number of credit points in accordance with the European Credit Transfer System. **Module Descriptions**

will be specified in the University's central **Module Repository** (or "Module Manager" System) and will be set-out in the **Programme Descriptions and Regulations** for each College's programmes.

Individual modules will have an ECTS credit weighting of 5 ECTS, or may be expressed in whole multiples of 5 ECTS where good academic practice requires larger units of study.

Credit is awarded to students who obtain 40% on a module (see also provisions on compensation at 5.5 below).

4 Arrangements for Assessment and Formal Examination

The University's standard examination periods are

- End of semester 1
- End of Semester 2
- Repeat (of Semester 1 and 2) Examinations (August).

The holding of examinations outside of these periods requires the prior approval of the Academic Regulations Committee.

The Examination Period for examinations in AY 2020/2021 may be extended to include the summer months, and where necessary, into Semester 1 of AY 2021/22.

Repeat examinations will be held for all programmes and modules unless the prior approval of the Academic Regulations Committee is given.

Modules may be assessed in any combination of formal examinations, assignments, projects, essays, papers, reports, presentations & debates, locally-set exercises, laboratory or field-work, or other experiential learning.

For examinations, formal face-to-face examinations maybe replaced with alternative examinations. Alternative examinations will be conducted remotely using a range of exam modes including online exams run through Blackboard, Multiple-Choice Questions, take-home open-book exam, continuous assessment, projects, presentations delivered remotely via v deo, and more.

For Alternative Assessments by timetabled examination in 2020/2021, the examination will be no more than the **standard two hours' duration**, and should be finished in this time. In examinations where diagrams/drawings or any documents are required to be scanned and uploaded with the online exam script, 30 minutes will be allocated to allow for the uploading of the full exam script.

Where modules are examined by means of a **formal examination** paper administered by the University's Examinations Office and time-tabled centrally, the examination will be of a **standard two hours duration**. Where a module weighting is greater than 5 ECTS, the formal examination may be broken into a number of 2 hour papers or one 2 hour paper and alternate assessment methods (e.g. a 10 credit year-long module might attract two 2 hour examinations). In exceptional circumstances, where robust academic assessment reasons require longer examinations, 3-hour (or longer) examinations may be facilitated. Approval for such arrangements will require the prior approval of the Academic Regulations Committee

5 Passing and Progression

The Examination Board is the formal examination authority for each College and examination session. Chaired by the Dean, the Board is made-up of academic staff members of the College and extern examiners from the relevant disciplines, or from the Colleges responsible for multi-College programmes. Examinations Boards may take place remotely via video conferencing facilities. Only those decisions approved by the Examinations Board will be formally recognized as official University examination results – relating to Passing, Progression, Determination of Honours, and Granting of Deferrals.

The Examination Board will be held at the end of a Stage, normally Semester 2, and after the repeat Examinations in August. The Examination Board will determine the overall result and will apply compensation provisions.

5.1. Progression

Undergraduate degree programmes at the University are normally organized into **Stages**. **Normally students must successfully complete each stage before progressing to a subsequent one.** Part-time Undergraduate Degree Programmes will be organised on an academic year basis, where each year represents a defined Stage. Part-time undergraduate students will be required to register for and present for examination in a set of modules to a total credit weighting of 45 ECTS, in accordance with the programme structures and regulations set-out in the College's **Programme Descriptions and Regulations** for their chosen programme of study.

Recognising the exceptional circumstances, the Executive Dean of College may provide written authorization for students to carry a maximum of 15% deficit of the overall programme weighting from modules examined in semester 1 or semester 2 of the Academic Year 2020/2021 and subsequently failed in Autumn repeat examinations into the next year of study, subject to terms and conditions.

5.2 Passing

The pass mark on all modules is 40%. Where different components of assessment (course work, laboratory work, continuous assessment, final assessment, etc.) within a module contribute to the final grade it shall **not normally** be a requirement that any one of these components be separately passed. Only an overall mark for the module will be returned. Marks will not be returned for components of a module.

A mark of 'Incomplete' must be returned to the Examinations Office where there is a requirement that an element(s) of a module be passed and that element(s) is not passed. A student is only required to retake those elements of an incomplete module that were incomplete. The module owner will advise students of those components that were incomplete.

College level provisions should be the same across all programmes and modules in a College.

5.3 Carrying Forward Marks

A student will be given credit for modules passed and will not have to re-present for examination in any module in which a minimum mark of 40% has been returned within the time-limit set out in regulations for the successful completion of the particular stage. A College may prescribe a time-limit provision with the approval of the Academic Regulations Committee.

5.4 Material Assessed at Repeat Examinations

Marks for components of a module (i.e. sub-module assessment elements) from previous attempt(s) will carry forward from one assessment to the next unless the relevant College has made provision to exempt student from retaking specific components for academic reasons.

5.5 Compensation Provision

Compensation will only be applied in cases where its application enables the student to pass the Examination as a whole.

The pass standard for a Module is 40%. However a student with marks of less than 40% in one or more modules will be deemed to have passed the Stage provided

- the aggregate mark for all modules of the Stage is at least 40%
- the mark in every module is 35% or more
- the module(s) with marks in the range 35-39% total 10 ECTS or less

The carrying forward of marks into a particular examination session does not invalidate the potential for compensation provision to be applied in that session.

Where a module has been passed by compensation the mark for the module will appear on transcripts with a grade of Pass by Compensation.

In some programmes, Compensation may not be allowed in core or mandatory prescribed modules or groups of modules, as to do so would undermine the achievement of the learning outcomes for the Stage or Programme. These specific regulations will be set-out in the College's **Programme Descriptions and Regulations** for the relevant degree programmes.

5.6 Capping of Examination Marks

ACADEMIC YEAR 2020/2021

Due to the exceptional circumstances, there will be no capping of marks on repeat examinations for academic year 2020/2021 resits, except where decided by the Exam Security Group. The provisions below of this section therefore do not apply.

With effect from the academic year 2015/16 the maximum mark that may be awarded at a repeat examination of a module will be the pass mark for the module, viz. 40%.

There are two exceptions:

- a) capping will not apply in the first year of undergraduate programmes
- b) Capping will apply in all cases, as outlined above, unless a deferral has been granted, see Section 7 of this document regarding the University's Deferral Application Procedures.

5.7 EXAM INTEGRITY

- c) Exam security will be protected by asking all students to complete a disclaimer statement at the start of each exam and each module leader reserves the right to follow up with a student by interview if there is any concern in relation to the integrity of the exam.

6 Award of Honours

Honours are awarded according to the following scheme, for each complete stage of study; that is, for each completed academic year for part-time undergraduate students.

Credit awarded on the basis of a prior award or on the basis of Recognition of Prior Learning (RPL) will be grade neutral and will not be taken into account in the calculation of honours.

6.1 Award of Honours for Degree Examinations

At degree level, honours will be calculated on the basis of 30% of the aggregate mark obtained at the pre-final stage* Examination and 70% of the aggregate mark obtained at the final stage Examination. The standard will be based upon the following table:

H1	70% on the aggregate
H2.1	60% on the aggregate
H2.2	50% on the aggregate
H3	40% on the aggregate

* Another year, other than the pre-final year, may be nominated for valid academic reasons with the approval of the Academic Regulations Committee.

6.2 Pre- Final Stage Examinations

Honours will be calculated based upon the following table:

H1	70% on the aggregate
H2.1	60% on the aggregate
H2.2	50% on the aggregate

Note (1): Where a module is offered at pass and honours level, a scale for translating marks obtained at the pass level will be used to translate the marks to the equivalent mark at the honours level for the purpose of computing honours.

Note (2): Honours are awarded only on the aggregate performance at an Examination as a whole. Honours are not awarded on the basis of results obtained in individual modules.

7 Deferral Provision

Application for permission to defer taking a module or modules to a subsequent examination session must be made in accordance with the Deferral Application Procedures of the University, as outlined in the Deferral of Examinations Guidelines for students:

http://www.nuigalway.ie/exams/downloads/deferral_of_examinations_guide_for_students.pdf

8 Transcripts

Student transcripts will include details of all modules for which a mark has been entered. The Degree Honours Standard reported will be based on the grade bands shown in 6 above. The only additional or alternative annotations will be:

- Exempt
- Absent
- Pass by Compensation.

- Deferred
- Incomplete
- Audit

9. Dealing with Exceptions or Deviations

Only in exceptional circumstances will deviations be permitted from these regulations. A **structural deviation** is a significant and permanent change to these regulations which might be authorized for one or more programmes. Where a **structural deviation** is required for sound academic purposes, application must be made to the Academic Regulations Committee of Academic Council's Standing Committee, which shall recommend to Academic Council Standing Committee in the matter of applications received. A **concession** is the granting of explicit permission by the Standing Committee, following consideration and recommendation by the Academic Regulations Committee, to permit the deviation of a programme of study from these prescribed regulations. A **concession** may be required in occasional circumstances and will be a matter for Academic Council Standing Committee, following consideration and recommendation by the Academic Regulations Committee.